

**CITY OF MEDINA
PARK BOARD
MEETING MINUTES**

August 16, 2004
7:00 p.m.

Medina City Hall
501 Evergreen Point Road

CALL TO ORDER:

Meeting called to order by Park Board Chair, Joseph Brazen, at 7:12 p.m.

ROLL CALL:

Present: Chair Joseph Brazen, Commissioner Lisa Fleishman, Commissioner Tim O'Brien, Commissioner Susannah Stuart, Commissioner Steve Brustkern

Absent: Vice Chair Heija Nunn, Commissioner Connie Gerlitz

Staff Present: Public Works Director, Sheldon Jahn; Administrative Assistant, Rachel Baker

ANNOUNCEMENTS:

Shel Jahn distributed Anna Armstrong White Walk/Run information to board members and suggested the board address two issues:

1. Approve sign/banner size to be installed for event scheduled for Saturday, September 11, 2004.
2. Consider recommending a draft ordinance to the City Council, which would outline park use regulations for future private parties and events.

BOARD FAVORED RECOMMENDATION FOR CITY COUNCIL TO CONSIDER AN ORDINANCE DETAILING PARK USE FOR PRIVATE EVENTS (7:30 P.M.).

BOARD CONCURRED TO ALLOW SIGNAGE FOR ANNA ARMSTRONG WHITE EVENT SCHEDULED SATURDAY, SEPTEMBER 11, 2004 (7:30 P.M.).

Chair Brazen informed Board of a change in his residency from the City of Medina to the City of Clyde Hill. Brazen is ineligible to serve on the Park Board since he no longer resides in Medina City Limits. Brazen indicated he will provide a letter of resignation.

PRESENT BOARD MEMBERS UNANIMOUSLY DECIDED TO ALLOW BRAZEN TO ACT AS A NON-VOTING MEMBER UNTIL THE CITY COUNCIL APPOINTS BOARD CHAIR REPLACEMENT (7:40 P.M.).
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APPROVAL OF PARK BOARD MINUTES:

MOTION AND SECOND TO APPROVE JULY 19, 2004 PARK BOARD MINUTES,
MOTION PASSED WITH ALL IN FAVOR AT 7:41 P.M.

AUDIENCE PARTICIPATION:

Board decided to allow audience participation during Other Business (7:43 p.m.).

PARK UPDATES:

(7:44 p.m.) Commissioner Stuart questioned the condition of the weeping willow tree in Medina Park. Shel Jahn informed the board that the tree is surviving and will be split into two root balls and replanted as two trees, if possible.

Stuart inquired about the City's watering schedule, particularly surrounding the time of day watering is performed. Mr. Jahn replied that watering times are extended since the City is divided into twelve watering zones due to water pressure. He will follow up with staff to consider watering earlier in the morning, if necessary.

Stuart asked about thatching and reseeding in the City's parks. Mr. Jahn informed the Board that thatching and reseeding responsibilities are performed throughout the parks year-round.

(7:48 p.m.) Commissioner Fleishman complimented Mr. Jahn and the Public Works staff for Medina Days signage and for their hard work maintaining the City's parks during the event. Chair Brazen continued with compliments related to the condition of the City's parks.

OLD BUSINESS:

Update on Pet Control Signage on Medina Park (7:51 p.m.)

Mr. Jahn reported that primary pet control signage was installed in order to identify rules and delineation lines in Medina Park. Additional signage will be installed around ramps to encourage use of ramps.

Update on Tennis Court Upgrade Project (7:53 p.m.)

Mr. Jahn reported that the middle and bottom railings have been installed in the Medina Park tennis courts and the net was installed and secured properly at the western Fairweather tennis courts. Additional signage will be installed instructing users to keep courts clean and the gates closed. Two tennis court benches have been ordered for the Medina Park tennis courts.

Chair Brazen raised an issue regarding the appearance of tennis lessons being given at the Medina Park tennis courts. He inquired as to whether or not a permit should be issued to run a business offering tennis lessons.

Commissioner Brustkern offered to research through the City of Bellevue for signage ideas and the Bellevue's regulations for tennis lessons offered on its courts.

Update Presentation on the Medina Beach Park Project (7:58 p.m.)

Public Works Director Jahn provided visual presentation on the Medina Beach Park Project.

Discussion of Proposed Park Board Rules (8:23 p.m.)

Commissioner Stuart distributed a draft proposal for Park Board Rules she prepared and requested advice and comments from board members.

Chair Brazen questioned attendance rules. Mr. Jahn indicated the board can instill its own attendance policy, however, attendance is important for accountability reasons and to obtain a quorum. Mr. Jahn directed board members to contact the city manager regarding absences from Park Board meetings in order to reflect the absence as excused.

BOARD AGREED TO POSTPONE DECISION REGARDING PROPOSED PARK BOARD RULES UNTIL SEPTEMBER 20, 2004 MEETING IN ORDER TO INCLUDE PARTICIPATION FROM ABSENT BOARD MEMBERS (8:31 P.M.).

NEW BUSINESS:

Continuation of Discussion of Annual Work Plan – Strategic Planning / Vision – Short and Long Range Park Commission Goals / Objectives and Budgeting (8:32 p.m.)

Shel Jahn asked the Board to decide upon the City's vision and approach for the parks and to determine each park's top priorities for inclusion in next year's budget.

He further explained that the Board must create an annual work plan by first deciding upon the City's vision and approach for its parks. Additionally, the Board should provide a detailed list of improvements for each park and related costs.

BOARD MEMBERS AGREED TO RANK PARK IMPROVEMENTS INDIVIDUALLY AND SUBMIT COMPILED DATA CONFIDENTIALLY TO SHEL JAHN VIA EMAIL BY SEPTEMBER 1, 2004. MR. JAHN WILL SUPPORT THE TOP FIVE-RANKED IMPROVEMENTS AND PRESENT TO THE CITY COUNCIL (8:45 P.M.).
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OTHER BUSINESS:**Item 9; Exhibit A (memo)**

Mr. Lucius H. Biglow Jr.; 2425 - 76th NE, Medina (8:48 p.m.)

Mr. Biglow referred to memo dated August 16, 2004, which was before board members. The memo addressed items passed in the dog ordinance, which he recommended fine-tuning, including off-leash design and monitoring.

Item 10; Exhibit B (survey)

Mr. Tom Bacher; 918 Sunset Way, Bellevue (8:59 p.m.)

Mr. Bacher expressed concerns regarding the off-leash dog area in Medina Park and shared his concerns regarding a need to survey park usage. Mr. Bacher discussed data collected from his own survey and presented a copy to the Board.

Discussion followed.

NEXT MEETING DATE:

Monday, September 20, 2004; 7:00 p.m.

ADJOURNMENT:

The meeting adjourned by common consent at 9:46 p.m.

Minutes taken by:

Rachel Baker
Administrative Assistant